



Conventa Best Event Award

WINNERS HANDBOOK

CONVENTA BEST EVENT AWARD 2024



The annual award for the best event in Europe

9 - 10 September 2024 | Ljubljana, Slovenia

www.crossover.si/best-event-award



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IMPORTANT DATES

REGISTRATION

DEADLINE: 15 July 2024

SUBMISSION OF MATERIALS

DEADLINE: 22 July 2024

ANNOUNCEMENT OF THE FINALISTS

9 August 2024

LIVE PITCHING & FINAL VOTING

9 September 2024

ANNOUNCEMENT OF THE WINNERS

10 September 2024

1. THE FOUNDATION

Conventa Best Event Award is one of the most important annual competitions in the **European meetings industry**.

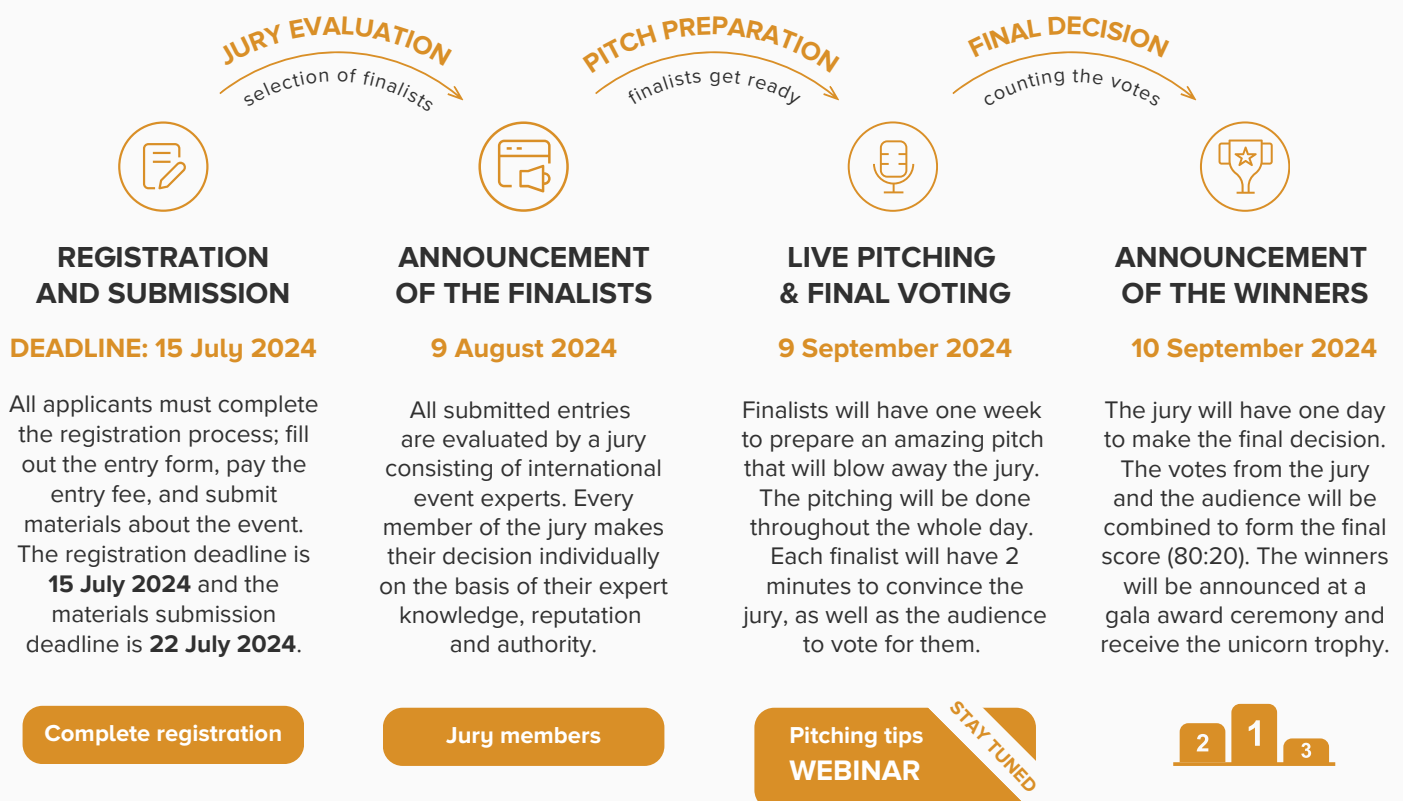
Established in 2015, it soon became an integral part of the Conventa Crossover festival, with live pitching and the grand finale taking place as part of the event from the outset. The founder of the project, Gorazd Čad, saw a big gap in the market. A gap that global awards of similar type weren't addressing. Back then, there was no platform dedicated to showcasing what creative, brave and ingenious event organisers from countries of the region are capable of. Conventa Best Event Award grew into **Europe's benchmark for best events**. To show the world that we can compete on the highest level. This was confirmed by the winners of the award, who went on to compete and receive recognition in other international competitions.

Now, more than ever, events have the power to change the world. An excellent event can awaken dreams and desires that attendees didn't even know they had. Together with an appealing story, inventively used digital networking tools and interaction, events are the breeding grounds of strong communities that bring added value to the world. As we don't want your big ideas to go unnoticed, we invite you to register your best projects for the **Conventa Best Event Award 2024**.

2. THE FORMAT AND TIMELINE

80/20

The evaluation of registered events follows a unique **80:20 model**. The winner is selected based on a weighted average calculated after the live pitching and voting has ended. 80% of the votes come from the jury and 20% from the audience, who vote for their favorite project based on live presentations from the finalists. This method has proven to be the most effective, objective, as well as engaging way to select the best of the best.



3. THE RULES

1. Projects that were carried out from **1 January 2023** until **15 July 2024** are eligible to register for the award.
2. Projects that competed for the award last year are not eligible to enter.
3. Each project can be entered into one or more categories. See entry fees for applying in additional categories in point 3.4. **Winners will only be announced in categories with 3 or more competing projects.**
4. Your participation in the competition can not be cancelled or removed. When your submission is finalised, you agree that a representative from your company will attend the live pitching in person, and in the case of winning, attend the award ceremony. An entry is considered finalised, once the registration form is completed, the entry fee has been paid and all materials have been submitted.

3.1 ENTRY PROCEDURE

All applicants should complete an [online registration form](#). Only fully completed forms will be considered. The deadline for completing registration is **15 July 2024**.

After the registration form is submitted, the organisers will send you a **materials submission form**, where you will be able to enter details about your event, upload photos, videos and additional material used to prepare your presentation for the jury and public. All texts and descriptions should be submitted in English. Materials in the following specifications are obligatory:

1. Text descriptions

up to 1000 characters for each segment

1. Event description and key objectives
2. Key challenges
3. Creativity
4. Innovation
5. Execution
6. Measurable results
7. Communication
8. The use of sustainable practices

2. Video - main project presentation

max. 2-minutes, max. 200MB in mp4 format and as a Youtube link

It is recommended to have a voice-over playing over the video in order to make the content clearer to the jury. Please add subtitles if the speaking voice is not in English or the voice is not clear. Using copyrighted music is not allowed. We recommend structuring the video as follows:

1. THE OBJECTIVE - start with the why
2. THE CHALLENGE - what did you try to do?
3. THE SOLUTION - how did you do it?
4. THE RESULTS - what was the impact on the world?

3. Video - trailer

max. 20 seconds, in mp4 format

In case you are the winner, we will play a 20-second trailer of your project before you come on stage to receive the trophy. This can be a shorter version of the main video or a new video.

4. Photos

up to 5 photos in jpg format, min. 1024x683px

Photos tell more than a 1000 words. Be creative and take us behind the scenes of the event as well.

Projects failing to deliver the obligatory materials by the required date will not be able to enter the competition. No deadline extensions will be allowed and no replacement or additional media will be accepted after an entry has been finalised.

3.2 THE JURY EVALUATION

Once you submit all of your materials, the submission will be given to our expert jury for evaluation. The jury consists of **20 members** who participate and have equal votes in evaluating the submitted entries. Every member of the jury makes their decision individually on the basis of their expert knowledge, reputation and authority. Each member also has the right to raise objections and questions, as well as an obligation to explain the scores given when evaluating entries to receive the award.

The finalists are selected based on the final score achieved in the evaluation. The threshold for making it into the finals is 6,01. The finalists will be announced on **9 August 2024**. The jury reserves the right to reject applications in the evaluation phase if the events have malicious intent, cause harm to society or promote unethical behaviour.

The final score is based on 9 evaluation criteria:

- 1. Creativity**
Evaluating creativity in the approach to event organisation, communication and originality/uniqueness of the concept of the event itself.
- 2. Relevance**
Evaluating relevance of the event for the target audience and what the target group received from their involvement in the event.
- 3. Innovation**
Measuring innovativeness in the organisation, content, programme, design and technical support of the event.
- 4. Execution**
Evaluating how the event was executed from the perspectives of project management, staff, relations with the client and partners and logistics.
- 5. Results of the event**
Evaluation of the results of the event in relation to the project targets and the funds invested, and evaluation of the added value (Return on Investment - ROI).
- 6. Event communication**
Evaluating how the project was communicated and if the event was part of a wider communication and marketing strategy of the client
- 7. Sustainable policies**
Evaluating implemented sustainable measures for mitigating the negative effects of the event on the environment, society and attendees.
- 8. Legacy**
Evaluation of the long-term effects and benefits of all parts of the project and measuring its wider social influence.
- 9. The overall final impression of the event**
The overall impression: originality, creativity, and added value.

3.3 LIVE PITCHING

Each finalist will have 2-minutes to present their event to members of the jury and the public audience. To promote creativity and give the finalists freedom to express their ideas, the 2 minutes can be used in any way they prefer.

After the 2-minute pitch, each member of the jury reserves the right to pose questions to the presenter. The presenter will have an additional 5 minutes to answer.

The live pitching will be taking place on **9 September 2024** from 10:00 to 15:30. The exact time slot will be communicated by the organiser and will be based on the category you will compete in.

Finalists, send us all the materials you will use for the live presentation.

If you are the finalist, all the pitching materials should be sent to aleksandra@toleranca.eu, no later than 6 September 2024. Finalists who will fail to send the pitching material by the required date, will not be able to use it on the day of the event.

IMPORTANT:

Finalists, who will not present their projects in-person, live in Ljubljana, are not eligible to receive points from the audience (20% of the final score).

3.4 ENTRY FEES

All prices excluding VAT

STANDARD FEE

EVENT CREATOR PACK

345 € / PROJECT

- Entry fee for one project
- Full festival pass for Conventa Crossover from 9 to 10 September 2024, including coffee breaks and lunches
- CBEA24 diploma and custom graphic

EARLY FEE

until 31 May 2024

~~345 €~~
275 € / PROJECT

REDUCED FEE

EVENT GURU PACK

255 € / PROJECT

- Reduced entry fee applies when entering with 3 or more projects
- Full festival pass for 3 people for Conventa Crossover from 9 to 10 September 2024, including coffee breaks and lunches
- CBEA24 diploma and custom graphic

EARLY FEE

until 31 May 2024

~~255 €~~
205 € / PROJECT

ADDITIONAL CATEGORIES FEE

For applicants wanting to enter one event into multiple categories.

~~175 €~~
175 €
/ CATEGORY

EARLY FEE

until 31 May 2024

~~175 €~~
135 €
/ CATEGORY



The entry fee includes a ticket to

Conventa Crossover 2024

THE FESTIVAL OF EVENTS AND LIVE MARKETING

Since 2015, Conventa Crossover has been transforming Ljubljana into a melting pot for creatives from different industries. The event is a testing ground for new ideas. A laboratory for finding out what works and what doesn't. A place, where leading experts in live marketing & event organisation discuss, where the industry is heading through insightful lectures, workshops and debates. All of it spiced up with a hefty dose of creativity, networking, music and fun.

[Find out more](#)

NEW IN 2024

We will include the finalists into the programme of Conventa Crossover!

In the evaluation process, the jury will not only select the finalists, but also place the best ones in the Conventa Crossover programme. This will be the focus of this year's programme. It is not only about winning, but also about presenting your work to potential buyers.



3.5 THE UNICORN TROPHY

Winners in every category receive the iconic unicorn trophy made from locally sourced wood. They also receive the "Conventa Best Event Award WINNER" logo.

COPY OF THE TROPHY

The price of a copy of the unicorn trophy is 150€ + VAT. Winners can order multiple trophies by writing to natalija@toleranca.eu.



4. THE CATEGORIES

Winners will be announced in the following **MAIN CATEGORIES**:

1. **B2B** EVENTS Corporate

Corporate events, intended for business clients, most commonly of a closed format. These events could be anything from product launches, business conferences, trade shows, networking events, exhibitions, and more. B2B events aim to raise brand awareness, facilitate business deals and provide opportunities for companies to connect with their clients or partners.

2. **B2C** EVENTS Consumer

Events intended for the general public. The end consumer is at the heart of the content of these events, and the primary goal is to provide a positive experience for them. These events include music festivals, sports events, conferences, product launches, fairs, food and wine events, and more.

3. **B2E** EVENTS Employee

Internal events intended for employees of a company/organisation, most often organised in the form of a training, celebration, anniversary, kick-off, or teambuilding event. The primary goal of these events is to foster a positive work culture, boost employee morale, and improve employee engagement.

4. **CROSSOVER** EVENTS

Open to events demonstrating an original big and brave idea, intended for both the corporate and consumer target audiences. The aim is to create a unique experience that appeals to both groups. Crossover events could be anything from charity events, brand activations, pop-up shops, product launches, experiential marketing campaigns and more.

In addition, winners will be announced in the following **SPECIAL CATEGORIES**:

1. **Grand Prix**
Award assigned to the event with the highest overall score from the jury
2. **Audience Award**
Award assigned to the event with the highest score from the audience
3. **Best in Creativity**
Award assigned to the event with the highest score for creativity by the jury
4. **Best Planet Positive Event**
Award assigned to the event with the highest score for sustainability by the jury
5. **Best in Corporate Social Responsibility**
Award assigned to the best CSR/non-profit event
6. **Best Event Agency**
Awarded to the agency whose events have totalled the highest overall jury score
7. **Best Use of Technology**
Awarded for best use of new and innovative event technology by the jury
8. **Best in Community Building and Engagement**
Awarded to a culturally significant event that brought together/created a community

Special categories will be awarded by the jury.

SUB-CATEGORIES

Once you choose the main category for your event, you can define the sub-category from the list.

NOTE: Winners in sub-categories will only be selected if more than 3 projects are competing in that sub-category.

- 1. Conference, Congress, Convention**
A meeting of a large number of individuals organised by a company or association with the aim of presenting innovation, sharing knowledge and exchanging ideas about a specific topic. These events can be open or closed for the public.
- 2. Trade Show/Exhibition**
A tradeshow or exhibition is an event aimed at companies of a specific industry to showcase and demonstrate their latest products and services to their target audience. These events are usually closed for the public.
- 3. Product or Service Launch**
The core goal of these events is to boost awareness about a new product or service. They can be aimed at a corporate audience or the end consumer.
- 4. Ceremony**
Events organised to mark important milestones, commemorate significant cultural events, or to honor individuals or groups.
- 5. Press Event**
The goal of these events is to present a novelty to an invited group of journalists, most often in the form of a press conference
- 6. Festival**
Multi-day events which enable an insight into achievements in particular professional or entertainment fields.
- 7. Sports Event**
Sports events that are organised by individual sports associations or private companies and which mainly include amateur participants and the wider public
- 8. Cultural/Music Event**
Musical entertainment events such as concerts, musicals, music festivals, and public cultural events that evolve around different artistic fields and require complex preparation and organisation.
- 9. Roadshow**
Roadshows are a series of events or presentations organised in different locations to promote a particular product, service, or company.
- 10. Internal Training/Education Event**
Educating and training for employees in individual companies intended to promote the development of human resources.
- 11. Teambuilding Event**
Events designed to increase motivation and promote cooperation in a team or company that often include employees participating in a joint activity, task or programme.
- 12. Internal Celebration**
A private event designed for employees of a company/organisation e.g. anniversaries, kick-offs, Christmas parties etc.
- 13. Pop-Up Event**
A temporary and spontaneous event that "pops up" in a specific location for a limited time period with the aim of promoting a brand or product.
- 14. Brand Activation**
The goal of a brand activation is to build an emotional connection between the brand and the customer by immersing them in a unique, interactive, and unforgettable experience. The event is part of a wider communication strategy across different media.
- 15. CSR/Non-profit Event**
CSR (Corporate Social Responsibility) and non-profit events are organized by companies or organisations to fulfil their social responsibility by giving back to the community or supporting a specific cause.
- 16. Guerilla Marketing Event**
An event that uses unconventional and creative tactics to promote a product or service, often characterized by its surprise factor, high level of creativity, and ability to generate buzz and attention from the public.

5. THE JURY

All submitted entries will be evaluated by a jury consisting of international experts from the field of event organisation. The jury consists of 22 members who participate and have equal votes in evaluating the submitted entries. Every member of the jury makes their decision individually on the basis of their expert knowledge, reputation and authority. The jury reserves the right to move/remove events to different categories if they believe the project does not fit in that category.



JURY PRESIDENT

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ENITED

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Spain



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Ireland



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Creative Pro Group
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Pepermint
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Bosnia and Herzegovina



Norbert Pýcha

EVENT ARENA
Czech Republic



Meta Pavlin

Avdić
prvi.prvi
Slovenia



Aleksandra Cichecka

Alior Bank SA
Poland

PAYMENT TERMS AND CONDITIONS

The entry fee can be paid by credit card directly on the website, or via a pro-forma invoice issued by the organiser. You can select the preferred way of payment in the registration form. The entry fee should be paid by **31 May 2024 (early fee)** or **15 July 2024 (regular fee)**. **A submission is considered finalised only after the entry fee** has been successfully paid. Please write to natalija@toleranca.eu in case of any technical problems connected to the processing of payments.

All payments and invoices are handled by Toleranca marketing d.o.o. in accordance with their terms and conditions, which can be found [here](#). Payments not gone through due to reasons not attributable to Toleranca marketing will not be reimbursed.

THE WINNERS IN 2023

Who took the Conventa Best Event Award home in 2023?

The competition's grand finale took place on 28 August 2023 at the Conventa Crossover conference in Ljubljana Castle, where the winners were announced. From 37 projects that made it into the final round of voting, 4 winners were selected; the best B2B, B2C, B2I, and CROSSOVER events. Furthermore, 3 special awards were given out at the award ceremony.

WINNERS 2023



Conventa Best Event Award

Don't let your groundbreaking events go unnoticed!

Enter the competition

Get in touch

Technical support

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Entries

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Conventa Crossover and Conventa Best Event Award are organised by Toleranca marketing and Conventa tradeshow in cooperation with Ljubljana Tourism, the Slovenian Tourist Board, the Slovenian Convention Bureau and ENITED.

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